

RECLAMATION

Managing Water in the West

Funding Opportunity Announcement NO: R14AS00020

Bay-Delta Restoration Program: CALFED Water Use Efficiency Grants

Fiscal Year 2014



U.S. Department of the Interior
Bureau of Reclamation
Mid-Pacific Region
<http://www.usbr.gov/mp/>

January 2014

Reclamation's BAY-DELTA RESTORATION PROGRAM Water Use Efficiency Grant Program

Department of the Interior
Bureau of Reclamation
Mid Pacific Region
2800 Cottage Way
Sacramento, CA 95825

OVERVIEW

Federal Agency Name:	Department of the Interior, Bureau of Reclamation, Sacramento, California
Funding Opportunity Title:	Bay-Delta Restoration Program: CALFED Water Use Efficiency Grants, California Bay-Delta Constituents
Announcement Type:	Initial announcement
Funding Opportunity Number:	R14AS00020
Catalog of Federal Domestic Assistance (CFDA) Number:	15.533
Application Due Date:	Applications due on or before March 6, 2014 by 12:00 p.m. PST
Eligible Applicants:	As described in Section III.A
Cost Share:	Non-Federal Sources: 50% or more of project costs
Federal Funding Amount:	Maximum of 50% of project costs, not to exceed \$300,000.00
Estimated number of agreements to be awarded:	Approximately 1-7, depending on requested funding amounts for selected projects and final Fiscal Year (FY) 2014 appropriations.
Total amount of funding available for award:	The President's FY 2014 budget request included \$2 million proposed for the Bay Delta Restoration Water Use Efficiency Grants. The amount of funding available for award for this FOA will be determined once final FY 2014 appropriations are made and regional spending priorities are determined. This FOA may be canceled at any time if sufficient funding is not available.

PROPOSAL CHECKLIST

The following table contains a summary of the information that you are **REQUIRED** to submit with your application.

SUBMIT AN <u>ORIGINAL AND DISK</u> OF DOCUMENTS BELOW		
What to Submit	Required Content	REQUIRED FORM OR FORMAT
PROPOSAL PACKAGE:	See Sec. IV.C	See below and Section IV.K
Cover Page	See Sec. IV.C.2.1	Office of Management and Budget (OMB), Standard Form (SF) 424*, Application for Federal Assistance.
Assurances	See Sec. IV.C.2.2	Office of Management and Budget (OMB), <i>SF 424B*</i> or <i>SF 424D*</i> , as applicable.
Title Page	See Sec. IV.C.2.3	See format in Section IV.K
Table of Contents	See Sec. IV.C.2.4	See format in Section IV.K
Executive Summary	See Sec. IV.C.2.5	See format in Section IV.K
General Project Information	See Sec. IV.C.2.5.1	See format in Section IV.K
Technical Proposal	See Sec. IV.C.2.6	See format in Section IV.K
Background Data	See Sec. IV.C.2.6.1	See format in Section IV.K
Consistency with State or Local Water Plan	See Sec. IV.C.2.6.2	See format in Section IV.K
Project Description	See Sec. IV.C.2.6.3	See format at Section IV.K
Demonstrated Results	See Sec. IV.C.2.6.4	See format at Section IV.K
Performance Measures and Project Monitoring	See Sec. IV.C.2.6.5	See format in Section IV.K
Need for Project and Community Involvement	See Sec. IV.C.2.6.6	See format at Section IV.K
Environmental Regulatory Compliance	See Sec. IV.C.2.6.7	See format in Section IV.K
Project Benefit Tables and Worksheet	See Sec. IV.D	See format in Section IV.K available at www.usbr.gov/mp/watershare/
Funding Plan Instructions	See Sec. IV.E	See format in Section IV.K
Budget Proposal	See Sec. IV.F.1	See below and Section IV.K
Budget Narrative with Supporting Documentation	See Sec. IV.F.2	See format in Section IV.K
Budget Form SF 424A or SF424C	See Sec. IV.G	Office of Management and Budget (OMB) <i>SF 424A*</i> Budget Information (Non-Construction Programs) or <i>SF 424C*</i> (Construction Programs), as applicable.
*Forms may be downloaded from www.grants.gov under the Funding Opportunity <u>Announcement R14AS00020</u>		

REQUEST FOR FUNDING OPPORTUNITY

Contents

	Page
SECTION I. GENERAL INFORMATION	1
I.A.1. BACKGROUND AND PURPOSE	1
I.A.2. PROGRAM OBJECTIVE	1
I.A.3. OBJECTIVE OF REQUEST FOR FUNDING OPPORTUNITY.....	1
I.B.1. ELIGIBLE PROJECTS	2
I.B.2. TYPES OF PROJECTS	2
I.C. PROGRAM AUTHORITY.....	2
SECTION II. AWARD INFORMATION	3
II.A. TOTAL PROJECT FUNDING	3
II.B. PROJECT FUNDING LIMITATIONS	3
II.C. RECLAMATION RESPONSIBILITIES	3
II.D. AWARD DATE	3
SECTION III. ELIGIBILITY INFORMATION	4
III.A. ELIGIBLE APPLICANTS	4
III.B. COST SHARE GUIDELINES	4
III.C. LENGTH OF PROJECT	5
III.D. OTHER REQUIREMENTS	5
SECTION IV – APPLICATION AND PROPOSAL SUBMISSION INFORMATION	7
IV.A. ADDRESS TO REQUEST APPLICATION PACKAGE	7
IV.B. INSTRUCTIONS FOR SUBMISSION OF PROJECT PROPOSAL	7
IV.C. PROPOSAL FORMAT AND CONTENT	7
IV.D. PROJECT BENEFITS AND COST SUMMARY WORKSHEET	11
IV.E. FUNDING PLAN INSTRUCTIONS	11
IV.F. BUDGET AND PROJECT COSTS INSTRUCTIONS	11
IV.G. BUDGET FORM	16
IV.H. DATE FOR RECEIPT OF PROPOSALS	16
IV.I. PROPOSAL DELIVERY INSTRUCTIONS	16
IV.J. PROPOSAL SUBMISSION CHECKLIST	16
IV.K. FORMATS	16
SECTION V. APPLICATION REVIEW INFORMATION	26
V.A. EVALUATION CRITERIA	26
V.A. REVIEW AND SELECTION PROCESS	26
SECTION VI – AWARD ADMINISTRATION INFORMATION	30
VI.A. AWARD NOTICES	30
VI.B. AWARD DOCUMENT	30
VI.C. REPORTING REQUIREMENTS AND DISTRIBUTION	30
SECTION VII – AGENCY CONTACTS	31
SECTION VIII – OTHER INFORMATION	32
VIII.A. STANDARD TERMS & CONDITIONS	32
VIII.B. FREEDOM OF INFORMATION ACT (FOIA)	32
VIII.C. ENVIRONMENTAL COMPLIANCE REQUIREMENTS	32

SECTION I – GENERAL INFORMATION

I.A.1. BACKGROUND AND PURPOSE

The mission of the Bureau of Reclamation (Reclamation) is to manage, develop, and protect water and related resources in an environmentally and economically sound manner in the interest of the American public.

Reclamation is a participating agency in the Bay-Delta Restoration Program. The CALFED Bay-Delta Program Final Programmatic EIS/EIR was released July 21, 2000, and the Record of Decision (ROD) was published August 28, 2000. As described in these documents, the Bay-Delta Restoration Program includes strategies to address ecosystem health, water supply reliability and water quality. Water use efficiency is a critical element in the successful implementation of the Bay-Delta Restoration Fund Program.

Reclamation is posting a Funding Opportunity Application (FOA) for cost share funding for water use efficiency and conservation activities. **To be eligible for financial assistance, a proposed activity must have a defined relationship to the California Bay-Delta.**

The President's FY 2014 budget request included \$2 million proposed for Bay Delta Restoration Water Use Efficiency Grants. The amount of funding available for award for this FOA will be determined once final FY 2014 appropriations are made and regional spending priorities are determined. This FOA may be canceled at any time if sufficient funding is not available. Reclamation can fund up to 50% of approved projects, not exceeding \$300,000.

I.A.2. PROGRAM OBJECTIVE

The objective of the CALFED Water Use Efficiency Grants is to promote the goals/objectives and missions of Bay-Delta Restoration Fund. These goals (objectives) include but are not limited to:

- Goal 1: Reduce existing irrecoverable losses, increasing the overall volume of available water;
- Goal 2: Achieve multiple state-wide benefits;
- Goal 3: Preserve local flexibility; and
- Goal 4: Build on existing water use efficiency programs.

Please visit www.calwater.ca.gov/content/Documents/ROD.pdf and refer to pages 59-64 for a complete description of Bay-Delta Restoration Program goals and objectives.

I.A.3. OBJECTIVE OF REQUEST FOR FUNDING OPPORTUNITY

This FOA invites recipients to leverage their money and resources, by cost sharing with Reclamation on projects emphasizing water use efficiency and conservation activities that result in benefits for the California-Bay Delta. For FY 2014, if the applicant has already committed to accomplish the project as part of another agreement, then the project will not be eligible for funding under this FOA. Projects will be selected through a competitive process that will focus on achieving the outcomes identified in this FOA. For a list of grant awarded projects, visit the WaterShare website at www.usbr.gov/mp/watershare/grants/index.html and select the grant and the "previous grants awarded" link.

This FOA does not support research to reduce the cost of desalination through membrane process research and development studies, thermal process research and development studies, and non-traditional/alternative desalination process research and studies; and water recycling and reuse studies. For more information regarding these programs within Reclamation, visit the Water Treatment and Engineering and Research Group website at www.usbr.gov/pmts/water/desalination/index.html. New funding opportunities under these programs will be announced at www.grants.gov.

I.B.1. ELIGIBLE PROJECTS

The Bay-Delta Restoration Program: CALFED Water Use Efficiency Grants (Program) will fund feasible **urban** and **agricultural** projects that improve ecosystem health, water supply reliability or water quality of the California Bay-Delta through water use efficiency and conservation.

Grants or agreements for improvement projects to conserve irrigation water will not be provided unless the eligible applicant agrees not (1) to use any associated water savings to increase the total irrigated acreage of the eligible applicant; or (2) to otherwise increase the consumptive use of water in the operation of the eligible applicant.

Priority will be given to projects that can be completed within 24 months.

I.B.2. TYPES OF PROJECTS

Proposals may include any type of implementation, demonstration, or pilot water use efficiency or conservation projects that have benefits to the California Bay-Delta. Projects that only consist of research or feasibility studies, planning or education will not be funded.

Examples of previously funded projects and a successful project application can be found at www.usbr.gov/mp/watershare/about.html.

I.C. PROGRAM AUTHORITY

Water Supply, Reliability, and Environmental Improvement Act, Title I – California Water Security and Environmental Enhancement, Public Law 108-361 and Public Law 111-11, Section 9504(a).

SECTION II -- AWARD INFORMATION

II.A. TOTAL PROJECT FUNDING

The President's Fiscal Year (FY) 2014 budget request included \$2 million for Bay Delta Restoration Water Use Efficiency (BDRWUE) Programs. BDRWUE Programs include the CALFED Water Use Efficiency Grants (BDRWUE) and the Agricultural Water Conservation and Efficiency Grants (BDRAWUE). A portion of this request is intended for the CALFED WUE Grants, which are the subject of this FOA. The amount of funding available to fund projects through this FOA, will be determined once Congress approves final FY 2014 appropriations and funding priorities are determined.

II.B. PROJECT FUNDING LIMITATIONS

To facilitate the broad and effective use of limited Federal funds, Reclamation's share of any one proposed financial assistance agreement shall not exceed 50% of the total project costs, and shall not exceed \$300,000.

As set forth above, Reclamation will release two FOAs for BDRWUE (which includes BDRAWUE) Grants in FY 2014. Multiple applications from one entity for different projects may be submitted for consideration under this FOA. In addition, applicants may apply for funding of projects eligible under the other BDRAWUE FOA. ***However, no more than \$1,000,000 in FY 2014 BDRWUE Grant funding will be awarded to any one entity.***

II.C. RECLAMATION RESPONSIBILITIES

If substantial involvement between Reclamation and the recipient is anticipated during the performance of this project, the anticipated instrument will be a cooperative agreement. In support of this agreement, Reclamation will provide the following:

Reclamation shall collaborate and participate with the recipient in the management of the project and closely oversee the recipient's activities to ensure that the program objectives are being achieved. This oversight may include review, input, and approval at key interim stages of the project as identified in the recipient's proposal.

If substantial involvement is not anticipated on the part of Reclamation, the financial assistance instrument will be a grant.

Reclamation retains the right to make awards using either grant or cooperative agreement instruments.

The proposal must demonstrate public benefit for financial assistance agreements.

II.D. AWARD DATE

It is anticipated that potential award recipients will be contacted May 2014, or slightly later, if necessary, based on the enactment of FY 2014 appropriations. Assistance agreements will be awarded to applicants that successfully pass all pre-award reviews and clearances. An anticipated project start date will be on or before October 1, 2014.

SECTION III – ELIGIBILITY INFORMATION

III.A. ELIGIBLE APPLICANTS

Eligible applicants include any State, Indian tribe, irrigation or water district or other organization with water or power delivery authority. Agencies that wish to collaborate on a project may elect to use a contractor-subcontractor relationship. Contracts will be executed with one eligible applicant only. The application must indicate who will sign the contract and the nature of the agreement between the other participants. The applicant must have a defined relationship to the California-Bay Delta.

Urban water districts seeking funding must have an updated water management plan as required by California law. All water districts, including agricultural water districts that are not required by Reclamation or California to have a water management plan, will be evaluated in part on whether they (and co- or sub-applicants) maintain current water management plans and updates with Reclamation, California Department of Water Resources, California Urban Water Conservation Council or Agricultural Water Management Council, as appropriate. See Evaluation Criteria, Section V.A.

Eligible applicants must submit separate applications for distinct projects. For example, an eligible applicant may apply for a rebate project and a water measurement project separately, as long as neither project is dependent on the other for completion. Each individual application must meet all criteria specified within this announcement and will be evaluated on its own merit.

III.B. COST SHARE GUIDELINES

Cost sharing may be made through any combination of cash or in-kind contributions from the applicant or third party partners; however, all cost share contributions must meet the criteria established in the OMB administrative and cost principles circulars applicable to the applicant. Cost share contributions **MUST** be secured at the time of application submittal and included as letters of commitment (See Section IV.K.1.8.B Funding Plan). All cost-share contributions must meet the criteria established in accordance with the Code of Federal Regulations, 2 Part 225, Cost Principles for State, Local, and Indian Tribal Governments, Office of Management and Budget (OMB) [Circular A-87](#). <https://www.federalregister.gov/select-citation/2012/12/17/2-CFR-225>

In-kind contributions constitute the value of non-cash contributions that benefit a Federally-assisted project. These contributions may be in the form of real property, equipment, supplies and other expendable property, and the value of goods and services directly benefiting and specifically identifiable to the project or program. **The cost or value of in-kind contributions that have been or will be relied on to satisfy a cost sharing or matching requirement for another Federal financial assistance agreement, a Federal procurement contract, or any other award of Federal funds, may not be relied on to satisfy the cost share requirement.**

At a minimum, applicants must cost share 50% of the total project costs. **For FY 2014, if the applicant has already committed to accomplish the project as part of another agreement, then the project will not be eligible for funding under this FOA.**

Project pre-award costs that have been incurred prior to the date of award but after the date of authorization and appropriation for this Program may be submitted for consideration as an allowable portion of the recipient's cost share for the project. **In no case will pre-award costs incurred prior to December 1, 2013, be considered for cost share purposes.**

III.C. LENGTH OF PROJECT

Priority will be given to projects that can be completed within 24 months from the project start date, anticipating that the project start date will be prior to but no later than, October 1, 2014. However, Reclamation will consider longer projects if it can be demonstrated that there will be measurable accomplishments each year.

III.D. OTHER REQUIREMENTS

III.D.1. EXECUTIVE SUMMARY, TECHNICAL AND BUDGET PROPOSALS

The applicant must submit technical and budget proposals in accordance with the requirements stated in Section IV of this document.

III.D.2. FUNDING PLAN

The applicant's proposal shall include a funding plan that describes how the non-Reclamation share of the costs will be obtained. If funding will be provided by other than the applicant, the names of these additional sources must be provided. For FY 2014, if the applicant has already committed to accomplish the project as part of another agreement, then the project will not be eligible for funding under this FOA. See Section IV.E for information on submission of the Funding Plan.

III.D.3. PERFORMANCE MEASURES AND PROJECT MONITORING

Reclamation is required to report on potential water management benefits resulting from its financial assistance. Each application should identify as many benefits as possible. (See Section IV.C.2.6.5 and 2.6.6).

For the FY 2014 FOA, Reclamation is **requiring** applicants to quantify actual project benefits (also known as a "performance measure"), i.e. water saved, or better managed. Applicants are required to identify a performance measure for their project and explain how the measure will be applied and monitored. If an applicant receives an award, the financial assistance agreement will include a provision describing the performance measure and monitoring for the project, which is mutually agreeable to the recipient and Reclamation. Visit www.usbr.gov/mp/watershare/grants/index.html to view a complete document on suggested performance measures and monitoring.

III.D.4. OTHER REGULATIONS

Applicants shall adhere to Federal, California, and local laws, regulations, and codes, as applicable, and shall obtain all required approvals and permits. Applicants shall also coordinate and obtain approvals from site owners and operators. See Section IV.C.2.6.7 for additional information regarding environmental and regulatory compliance.

Title to Improvements [Public Law 111-11, Section 9504(a)(3)(D)]

If the activities funded through an agreement awarded under this FOA result in an infrastructure improvement to a federally owned facility, the Federal Government shall continue to hold title to the facility and improvements to the facility.

Operation and Maintenance Costs [Public Law 111-11, Section 9504(a)(3)(E)(iv)]

The non-Federal share of the cost of operating and maintaining any infrastructure improvement funded through an agreement awarded under this FOA shall be 100 percent.

Liability [Public Law 111-11, Section 9504(a)(3)(F)]

In General

Except as provided under chapter 171 of title 28, United States Code (commonly known as the “Federal Tort Claims Act”), the United States shall not be liable for monetary damages of any kind for any injury arising out of an act, omission, or occurrence that arises in relation to any facility created or improved through an agreement awarded under this FOA, the title of which is not held by the United States.

Tort Claims Act

Nothing in this section increases the liability of the United States beyond that provided in chapter 171 of title 28, United States Code (commonly known as the “Federal Tort Claims Act”).

III.D.5. SYSTEM REGISTRATION

System for Award Management (SAM)

All applicants must be registered in the System for Awards Management (SAM) prior to award under this FOA. Instructions for registering for SAM are located at < <https://www.sam.gov/portal/public/SAM/#1> >. All applicants must maintain an active SAM registration with current information at all times while they have an active Federal award or an application under consideration.

Automated Standard Application for Payments (ASAP)

ASAP is a Recipient-initiated payment and information system designed to provide a single point of contact for the request and delivery of Federal funds. Effective October 1, 2013, all recipients are required to complete enrollment with ASAP under Reclamation’s Agency Location Code for all active financial assistance agreements with Reclamation. ASAP is the only allowable method for request and receipt of payment. Further information regarding ASAP may be obtained from the ASAP website at <http://www.fms.treas.gov/asap>. Recipient procedures must minimize the time elapsing between the drawdown of federal funds and the disbursement for agreement purposes.

For information regarding ASAP enrollment, please visit www.usbr.gov/mso/aamd/asap.html or contact the Reclamation ASAP Help Desk BOR_ASAP_Enroll@usbr.gov.

Please note that ASAP enrollment is specific to each Agency and Bureau. If the recipient organization have an existing ASAP account with another Federal agency or Department of the Interior bureau, but not with Reclamation, then the Recipient must initiate and complete enrollment through submission of an enrollment form found at <http://www.usbr.gov/mso/aamd/asap.html>.

SECTION IV – APPLICATION AND PROPOSAL SUBMISSION INFORMATION

IV.A. ADDRESS TO REQUEST APPLICATION PACKAGE

This document contains all information, forms, and electronic addresses to obtain required forms or information required for the submission of a proposal.

If you are unable to access this information electronically and need assistance, please contact:

Leanne Henderson
Grants Management Specialist
E-mail: lhenderson@usbr.gov

IV.B. INSTRUCTIONS FOR SUBMISSION OF PROJECT PROPOSAL

Each applicant shall submit a proposal in accordance with the instructions contained in this section. Each proposal shall consist of the following elements:

- (1) Executive Summary
- (2) Technical Proposal
- (3) Project Benefits Worksheet
- (4) Funding Plan
- (5) Budget Table
- (6) Budget Narrative with Supporting Documentation

Detailed instructions for each of these elements are set forth immediately below. The format for the complete proposal is included in Section IV.K of this document.

Applications must be submitted as a complete package. Materials arriving separately will not be included in the application package for consideration and will result in the application being rejected or not funded. Mailing materials, package, or packing envelopes of the proposal must reference the FOA number R14AS00020. This requirement will include overnight mail labels. FAX copies and electronic mail of proposal documents will not be accepted. Electronic filings of applications are acceptable via grants.gov. If submitting your application in this format, please allow at least two (2) working days for processing.

Do not include a cover letter or company literature/brochure with your proposal. All pertinent information must be included in your Executive Summary, Technical Proposal, Project Benefit and Cost Summary Worksheet, Funding Plan, Budget Tables, and Budget Proposals in accordance with the formats below.

Applicants shall submit an **original and an electronic copy on disk** of all proposal documents.

IV.C. PROPOSAL FORMAT AND CONTENT

IV.C.1 Proposal Format and Length

Proposals shall be limited to **twenty (20)** 8-1/2 inch X 11 inch pages, excluding any forms required in these instructions, **single-spaced**. The font used shall be at least 12 points in size and shall be easily readable. Proposals will be prescreened for compliance to the 20-page limit. The cover sheet (Standard Form 424), Assurances (Standard Form 424B or D, as applicable), Budget (Standard Form 424A or C), required budget tables, blank pages, title pages, maps, blueprints, Appendix, and table of content pages, will not be counted in the 20-page limit. All pages shall be consecutively numbered, including pages with tables and exhibits. See the Proposal Format in Section IV.K of this document.

IV.C.2. Proposal Content

IV.C.2.1. Cover Page – The cover page shall consist of a completed SF 424 - Application for Federal Assistance. This form must be signed by a person legally authorized to commit your organization to performance of the project. This form must be signed by a person legally authorized to commit your organization to performance of the project. This is a mandatory requirement, and failure to adhere to this requirement will result in the elimination of your proposal from further consideration. This form is available at <http://www.usbr.gov/mp/watershare/grants/index.html> or may be downloaded from the Funding Opportunity in Grants.gov under Full Announcement.

IV.C.2.2. Assurances – Include with your proposal a completed and signed SF 424B – Assurances – Non-Construction Programs or an SF 424D – Assurances – Construction Programs. This form must be signed by a person legally authorized to commit your organization to performance of the project. This is a mandatory requirement, and failure to adhere to this requirement will result in the elimination of your proposal from further consideration. These forms are available at <http://www.usbr.gov/mp/watershare/grants/index.html> or may be downloaded from the Funding Opportunity in Grants.gov under Full Announcement.

IV.C.2.3. Title Page – Provide a brief, informative, and descriptive title for the proposed work that indicates the nature of the project. Include the name and address of the applicant, and the name and address, email address, telephone and facsimile numbers of the project manager.

IV.C.2.4. Table of Contents – List all major sections of the proposal in the Table of Contents.

IV.C.2.5. Executive Summary

The content of the executive summary is described below. See Section IV.K.1.5 of this document.

IV.C.2.5.1. General Project Information – Include the project name, applicants name and address, contact information and a summary of funding request. A one-paragraph project overview shall be included in this section. In addition, this section shall address the project's contribution to **Bay-Delta Restoration Fund** goals and summarize reports or studies that have been done to determine the project's feasibility

IV.C.2.6. Technical Proposal

Reclamation highly recommends the applicant's proposal follow the order of the requested elements. This will ensure the review team's ability to find and fairly evaluate each recipient's response to each element. The content of the technical proposal is described below. (See Section IV.K.1.6)

IV.C.2.6.1. Background Data – Include location (state, county, and direction from nearest town) and other appropriate information, including the applicant's average annual water supply (in acre feet), major crops, total acres served, miles of canals, miles of laterals, existing irrigation improvements (type, miles, acres), canal and lateral seepage losses and on-farm efficiency. Describe the applicant's relationship to the California-Bay Delta and quantify the average amount of the applicant's water supply received from the Delta over the last five years. Describe any other relevant information.

IV.C.2.6.2. Consistency with California or Local Water Plan – Applicants are required to ensure that the proposed project is consistent with any existing local (i.e. county, municipal or regional) water plan. Projects will be evaluated in part on whether applicants (and co- or sub-applicants) maintain current water management plans and updates with Reclamation, California Department of Water Resources, California Urban Water Conservation Council or Agricultural Water Management Council, as appropriate. See Evaluation Criteria, Section V.A. **Urban Only:** Applicants must have an updated water management plan as required by California law.

IV.C.2.6.3. Project Description – Describe in detail the work to be carried out. Break the proposed work, including reporting, into major objectives. Discuss the approach to accomplish the proposed work by

objective. This discussion shall be in sufficient detail to permit a comprehensive evaluation of each objective and the proposal. An estimated schedule demonstrating the stages and duration of the construction of the project shall be included covering all objectives. Engineering plans, designs and analyses should be included, if available. These plans should be in the Appendix of the proposal.

IV.C.2.6.4. Demonstrated Results - Describe water use efficiency or conservation measures to be taken pursuant to the proposed action and explain in detail how the efficiency or conservation measures will benefit the California-Bay Delta, addressing direct, indirect or other benefits. Include quantified yearly benefits and the expected life of the project. If applicable, the applicant should describe how the proposal will improve its operational efficiency. Include engineering plans and/or designs that demonstrate how the proposal would improve operational efficiency or achieve water savings.

The proposal must address the fate of the project's resulted saved water. For example, if the project reduces river diversions, the description must indicate if the water will remain in the river, be transferred, or be diverted at another point.

When economic values cannot be assigned to expected project benefits, expected project benefits should be quantified in physical terms. One needs to consider California Bay-Delta Benefits versus local benefits. For example, estimates of increases in stream flow volume due to the project at a time of year when those flows would be important to fish habitat enhancement should be provided. Any expected project accomplishments that cannot be assigned a numerical value, either in dollars or in specific physical quantities, should be described as completely as possible.

Provide a description of how proposed benefits will help achieve specific Bay-Delta Restoration Fund objectives for ecosystem restoration, water supply reliability, and water quality that apply to the project area. For more information, please go to the CALFED Agricultural Water Use Efficiency website at www.calwater.ca.gov/content/Documents/library/WUE/qo_detail.pdf.

Additional benefits may accrue to the intended project beneficiaries, including purchasers of marketed supplies developed by the project, or they may also accrue to third parties, including direct and indirect environmental benefits. This can include an evaluation of economic justification beyond that directly associated with the parties participating in the proposed project, either as the project builder or as a purchaser of any developed supply.

Report any expected project accomplishments that would accrue to parties not directly participating in the proposed project as beneficiaries but which may be affected by hydrologic changes related to project implementation (e.g., stream flow, water quality) anywhere in the system.

Explain through a narrative description, and quantify whenever possible, how the proposed project will result in other project benefits.

IV.C.2.6.5. Performance Measures and Project Monitoring - Include a Performance Assessment Plan and a list of project-specific performance measures that will be used to assess project success in the relation to the goals and objectives. If the project goal is to achieve Targeted Benefits, describe what portion of the Targeted Benefits will be achieved by the project. For area specific Targeted Benefits, visit <http://www.agwatercouncil.org/Targeted-Benefits/Targeted-Benefits/menu-id-45.html>. Describe the monitoring and assessment procedures that will be used to measure performance and document water savings, other benefits, to mark progress, and to determine the success of the project to achieve its goals. Include information about how the data and other information will be handled, stored, and made accessible. Provide a list of expected products/outcomes such as reports and other documentation, presentations, advances in technology, and information transfers via workshops, seminars, education programs, etc. Visit <http://www.usbr.gov/mp/watershare/grants/index.html>, for suggested performance measures techniques.

IV.C.2.6.6. Need for Project and Community Involvement - Include an explanation of the need for the project. "Need" means the urgency of need for the project, and the negative consequences if not implemented. Need is determined by the general condition of the water system, current and future water

supply and demand, dependency on the water supply, water quality conditions, availability of substitute supplies, and any negative impacts of current surface water or groundwater management.

Provide a description of the expected impacts within the agency's service area if the proposed project is not constructed. Potential impacts could include employment, business and industry, emergency supplies, water quality, agency loss or gain of revenue, public safety, and the environment.

Prior to submitting an application, applicants are encouraged to coordinate with local governments and other local entities such as community based organizations and watershed groups. Applications shall describe a plan for public outreach to the groups or individuals that may be affected by the project. Identify which local groups or other interested organizations are aware of the project and their level of support. Identify any potential third party impacts. Estimate the number of people or organizations that are expected to receive training, employment, or other social or economic benefits from the project.

Include in the description how other local agencies, whose jurisdiction or water service area is adjacent to the project location, may be involved in the project.

Describe any opposition to the proposed project. Identify any parties in opposition and briefly discuss the situation.

IV.C.2.6.7. Environmental and Regulatory Compliance – All awarded agreements will require compliance with all applicable California, Federal, and local environmental, cultural, and paleontological resource protection laws and regulations. These may include, but are not limited to, the National Environmental Policy Act (NEPA), including the Council on Environmental Quality and Department of the Interior regulations implementing NEPA, the Clean Water Act, the National Historic Preservation Act (NHPA), which requires consultation with the State Historic Preservation Office, the Endangered Species Act (ESA), and could require consultation with potentially affected Tribes.

Reclamation is the lead Federal agency for NEPA compliance. As the lead agency, Reclamation is solely responsible for determining the appropriate level of NEPA compliance, which could be a categorical exclusions checklist, environmental assessment, or environmental impact statement. However, a project sponsor (or their contractor) can provide much of the necessary information and data analyses.

Under no circumstances may a successful applicant begin any ground disturbing activities (including grading, clearing, and other preliminary activities) on a project before environmental compliance is complete. This pertains to all components of the proposed project, including those that are part of the applicant's non-federal cost share. An applicant that proceeds before environmental compliance is complete will forfeit Reclamation funding. Please keep in mind that NEPA compliance may take up to 6 months or more, depending on the project type, location and affected environmental and cultural resources.

In order to allow Reclamation to assess the probable environmental impacts and associated costs for each proposal, all applicants must respond to the following list of questions focusing on the requirements of NEPA, the Endangered Species Act, and the National Historic Preservation Act. Please answer the following questions to the best of your knowledge. If any question is not applicable to your project, please explain why. If you have any questions, please contact your local Reclamation office.

- (1) Will your project impact the surrounding environment (i.e. soil [dust], air, water [quality and quantity], animal habitat, etc.)? If so, please explain the impacts and any steps that could be taken to minimize the impacts.
- (2) Are you aware of any endangered or threatened species in the project area?
- (3) Are there wetlands inside the project boundaries? If so, please estimate how many acres of wetlands there are, and describe any impact your project will have on the wetlands.
- (4) When was your irrigation system constructed?

- (5) If your project will affect individual features of an irrigation system (e.g., head gates, canals or flumes), state when those features were constructed and describe the nature and timing of any extensive alterations or modifications to those features.
- (6) Are any buildings, structures, or features in your irrigation district listed or eligible for listing on the National Register of Historic Places? **“Historic properties”** are defined as cultural resources (historic or prehistoric districts, sites, buildings, structures, or objects) that are eligible for inclusion in the National Register of Historic Places (National Register). Historic properties can include **water delivery infrastructure that is over 50 years old.**
- (7) Are there any known archeological sites in the proposed project area? Applicants will need to contract with a private cultural resources management (CRM) professional (<http://www.chrisinfo.org/>) or make arrangements through Reclamation’s Grants Officer’s Technical Representative (GOTR) for Reclamation’s Cultural Resources personnel to determine what, if any, previous cultural resources surveys have been conducted in the project area.

In addition, applicants must obtain all required approvals and permits, and shall coordinate and obtain any approvals required from site owners and operators. Applicants should state in their proposals whether any permits or approvals are required, and explain the applicant’s plan for obtaining such permits or approvals.

Environmental and regulatory compliance costs are addressed in Section IV.F.2.7.

IV.D. PROJECT BENEFIT TABLES AND WORKSHEET

Applicants are **required** to complete tables 1 through 5. These tables are available at www.usbr.gov/mp/watershare/ or may be downloaded from the Funding Opportunity in Grants.gov under Full Announcement. **Exclusion of these tables will result in Reclamation rejecting the proposal.**

Table 1: Budget. Enter project costs by year. Complete the shaded cells including the objective and sub-objectives titles. Contingency is for construction costs only.

Table 2: Annual Operations and Maintenance Costs. Complete the shaded cells, including the applicant’s annual administration, operations, maintenance and other annual costs.

Table 3: This table automatically totals annual project costs from Table 1 and annual O & M costs from Table 2.

Table 4: Project Annual and Total Local Monetary Benefits. Complete the applicable shaded cells. Applicants need to provide the local monetary benefits of the project, including annual project benefit, the unit of measurement, and the duration of the benefit.

Table 5: Projects Costs, Monetary Benefits, and Cost Effectiveness. This table automatically summarizes information from the previous tables and calculates the cost benefit ratio. It will also determine if the project is locally cost effective or not.

The applicant’s proposal shall include a quantifiable estimate of water management benefits for agricultural or urban measures. This worksheet is intended to be used with data entered in the Budget Tables 1 through 5,.See Project Benefits Worksheet, Section IV.K.1.7. This worksheet can also be found at www.usbr.gov/mp/watershare/.

IV.E. FUNDING PLAN INSTRUCTIONS

The applicant’s proposal shall include a funding plan that describes how the non-Reclamation share of the project costs will be obtained. Reclamation will use this information in making a determination of financial capability. See Budget Plan Format, Section IV.K.1.8.

IV.F. BUDGET PROPOSAL AND NARRATIVE

IV.F.1. Budget Proposal

General Requirements

Include a proposed project budget that estimates all costs (not just costs to be borne by Reclamation). Include the value of in-kind contributions of goods and services and sources of funds provided to complete the project. The proposal must clearly delineate between Reclamation and applicant contributions. **Exclusion of a Budget Proposal will result in Reclamation rejecting the proposal.**

Budget Table Format

The proposed project budget shall include a table with detailed information on the categories listed below and must clearly identify all project costs and the funding source(s) (i.e., Reclamation or other funding sources). Unit costs shall be provided for all budget items including the cost of work to be provided by contractors. Lump sum costs are not acceptable. Additionally, applicants shall include a narrative description of the items included in the project budget. It is strongly advised that applicants use the budget format available for download under this announcement at grants.gov.

Table 1. Sample Budget Table Format

Budget Item Description	Computation		Quantity Type (hours/days)	Total Cost
	\$/Unit	Quantity		
<i>Salaries and Wages</i>				
Employee 1				\$ -
Employee 2				\$ -
Employee 3				\$ -
<i>Fringe Benefits</i>				
Full-Time Employees				\$ -
Part-Time Employees				\$ -
<i>Travel</i>				
Trip 1				\$ -
Trip 2				\$ -
Trip 3				\$ -
<i>Equipment</i>				
Item A				\$ -
Item B				\$ -

Item C				\$ -
Supplies/Materials				
Item A				\$ -
Item B				\$ -
Contractual/Construction				
Contractor A				\$ -
Contractor B				\$ -
Other				
Reporting				\$ -
Total Direct Costs				\$ -
Indirect Costs - __%				
Total Project Costs				\$ -

The table above is only a sample budget proposal format. You may use this format or submit the information in a different format which provides a detailed break-down of costs and need justification for budgets presented in the SF-424A.

Construction contracts should be broken out into specific line items. You may attach a separate, detailed budget for each contract to adequately address all contractor budget items.

IV.F.2. Budget Narrative Format

Submission of a budget narrative is mandatory. An award will not be made to any applicant who fails to fully disclose this information. The budget narrative provides a discussion of, or explanation for, each cost included in the budget table. Include the value of in-kind contributions of goods and services and sources of funds provided to complete the project. The types of information to describe in the narrative include, but are not limited, to those listed in the following subsections. **Provide supporting documentation as indicated for each cost category.**

Note: all successful applicants/projects will undergo a rigorous cost-price analysis. The details in your budget narrative will be used for this analysis. If the grant application does not contain the appropriate amount of detail and supporting documentation, the award process will be delayed.

Salaries and Wages

Indicate program manager and other key personnel by name and title. Other personnel may be indicated by title alone. For all positions, indicate salaries and wages, estimated hours or percent of time, and rate of compensation proposed. All labor estimates, including any proposed subcontractors, shall be allocated to specific tasks. Labor rates and proposed hours shall be displayed for each task.

Provide supporting documents for labor costs. This documentation can be payroll records, pay stubs or some other means to substantiate the labor rates proposed for salaried and temporary personnel (i.e.: salary

comparison via Salary.com. Labor costs comparison should include geographical location and skill level.)

Clearly identify any proposed salary increases and the effective date.

Generally, salaries of administrative and/or clerical personnel should be included as a portion of your indirect costs. If these salaries can be adequately documented as direct costs, they may be included in this section; however, an explanation should be included in your budget narrative.

Fringe Benefits

Indicate rates/amounts, what costs are included in this category, and the basis of the rate computations. Fringe costs should typically include payroll taxes such as FICA, unemployment, and workers compensation, but can also include retirement, health Insurance, retirement, and annual, sick, and holiday leave. Fringe does not include federal income taxes, employee portion FICA, or other such costs. Indicate whether these rates are used for proposal purposes only or whether they are fixed or provisional rates for billing purposes. Provide documentation for the fringe and overhead rates proposed and submit the supporting documents with your proposed budget and narrative.

Travel

Include purpose of trip, destination, number of personnel traveling, length of stay and all travel costs including airfare, per diem, lodging, airfare, and miscellaneous travel expenses. Include the basis for rates used, i.e. GSA 2014 Per Diem Rates. For local travel, include estimated mileage and rate of compensation, i.e. \$0.56 per mile per IRS 2014 standard mileage rates. Submit supporting documents with your proposed budget and narrative.

Equipment

Itemize costs of all equipment having a value of over \$5,000 and include information as to the need for this equipment, as well as how the equipment was priced if being purchased for the agreement. If equipment is being rented, specify the number of hours and the hourly rate. Local rental rates are only accepted for equipment actually being rented or leased for the project. If equipment currently owned by the applicant is proposed for use under the proposed project, and the cost to use that equipment is being included in the budget as in-kind cost share, provide the rates and hours for each piece of equipment owned and budgeted. These should be ownership rates developed by the recipient for each piece of equipment. If these rates are not available, the U.S. Army Corp of Engineer's recommended equipment rates for the region are acceptable. Blue book, Federal Emergency Management Agency (FEMA), and other data bases should not be used. Submit supporting documentation with your proposed budget and narrative.

Materials and Supplies

Itemize supplies by major category, quantity, and purpose, such as whether the items are needed for office use, research, or construction. Identify how these costs were estimated (i.e., quotes, past experience, engineering estimates or other methodology), and submit the supporting documentation with your proposed budget and narrative.

Contractual/Construction

Identify all work that will be accomplished by subrecipients, consultants, or contractors, including a detailed budget estimate of time, rates, supplies, and materials that will be required for the task. If a subrecipient, consultant, or contractor is proposed and approved at time of award, no other approvals will be required. Any changes or additions will require a request for approval. Identify how the budgeted costs for subrecipients, consultants, or contractors were determined to be fair and reasonable and submit the supporting documentation with your proposed budget and narrative.

Environmental and Regulatory Compliance Costs

Applicants must include a line item in their budget to cover environmental compliance costs. "Environmental compliance costs" refer to costs incurred by Reclamation or the recipient in complying with environmental regulations applicable to the project, including costs associated with any required documentation of environmental compliance, analyses, permits, or approvals. Applicable Federal environmental laws could include NEPA, ESA, NHPA, and the CWA, and other regulations depending on the project. Such costs may

include, but are not limited to:

- The cost incurred by Reclamation to determine the level of environmental compliance required for the project
- The cost incurred by Reclamation, the recipient, or a consultant to prepare any necessary environmental compliance documents or reports
- The cost incurred by Reclamation to review any environmental compliance documents prepared by a consultant
- The cost incurred by the recipient in acquiring any required approvals or permits, or in implementing any required mitigation measures

The amount of the line item should be based on the actual expected environmental compliance costs for the project. However, the minimum amount budgeted for environmental compliance should be equal to at least 1-2 percent of the total project costs. If the amount budgeted is less than 1-2 percent of the total project costs, you must include a compelling explanation of why less than 1-2 percent was budgeted.

How environmental compliance activities will be performed (e.g., by Reclamation, the applicant, or a consultant) and how the environmental compliance funds will be spent, will be determined pursuant to subsequent agreement between Reclamation and the applicant. If any portion of the funds budgeted for environmental compliance is not required for compliance activities, such funds may be reallocated to the project, if appropriate.

Other Expenses

Any other expenses not included in the above categories shall be listed in this category, along with a description of the item and what it will be used for. No profit or fee will be allowed.

Reporting

Recipients are required to report on the status of their project on a regular basis. Failure to comply with reporting requirements may result in the recipient being removed from consideration for funding under future funding opportunities. Include a line item for reporting costs (including final project and evaluation costs). Please see Section VI.C for information on types and frequency of reports required.

Contingencies

Contingency costs are unallowable unless it can be demonstrated that these costs will be incurred. Per applicable regulations, contingencies are expressly unallowable except under certain conditions. 2 CFR 230(A-122), 2 CFR 225(A-87) and 2 CFR 220 (A-21) all read as follows: Contingency provisions - Contributions to a contingency reserve or any similar provision made for events the occurrence of which cannot be foretold with certainty as to time, intensity, or with an assurance of their happening, are unallowable.

Indirect Costs

Show the proposed rate, cost base, and proposed amount for allowable indirect costs based on the applicable OMB circular cost principles (see Section III.E., "Cost Sharing Requirement") for the recipient's organization. It is not acceptable to simply incorporate indirect rates within other direct cost line items.

If the recipient has separate rates for recovery of labor overhead and general and administrative costs, each rate shall be shown. The applicant should propose rates for evaluation purposes, which will be used as fixed or ceiling rates in any resulting award. Include a copy of any federally approved indirect cost rate agreement. If a federally approved indirect rate agreement is not available, provide supporting documentation for the rate. This can include a recent recommendation by a qualified certified public accountant (CPA) along with support for the rate calculation.

If you do not have a federally approved indirect cost rate agreement, or if unapproved rates are used, explain why, and include the computational basis for the indirect expense pool and corresponding allocation base for each rate. Information on "Preparing and Submitting Indirect Cost Proposals" is available from Interior, the

National Business Center, and Indirect Cost Services, at
http://www.doi.gov/ibc/services/Indirect_Cost_Services/index.cfm

IV.G. BUDGET FORM – In addition to the above-described budget information and worksheets, the applicant must complete SF 424A, Budget Information – Non-construction Programs, or an SF 424C, Budget Information, Construction Programs. These forms are available at <http://www.usbr.gov/mp/watershare> or may be downloaded from the Funding Opportunity in Grants.gov under Full Announcement.

IV.H. DATE FOR RECEIPT OF PROPOSALS

Proposals will be accepted until **12:00 p.m., Pacific Standard Time, on March 6, 2014**. Proposals received after this date and time will not be considered for award.

IV.I. PROPOSAL DELIVERY INSTRUCTIONS

Proposals shall be submitted either in hard copy or through www.grants.gov (electronic filings of applications are acceptable via grants.gov). Please **do not** send both a hard copy and electronic file. If submitting your application through grants.gov, please allow at least two (2) working days for processing. Electronic mail and facsimile transmissions of proposals will NOT be accepted.

Please send hard copies to the following mailing address:

Bureau of Reclamation
 Mid-Pacific Region
 Attn: Leanne Henderson, MP-3829
 2800 Cottage Way, Room E-1815
 Sacramento, CA 95825-1898

IV.J. PROPOSAL SUBMISSION CHECKLIST

A Proposal Submission Checklist has been included on page iii of this FOA. The Checklist contains a summary of the information you are **required** to submit with your application.

IV.K. FORMATS

This section of this document contains the formats for your Proposal, Project Benefit and Cost Summary Worksheet, Budget Worksheets, and Budget Narrative.

IV.K.1 Proposal Format

This section contains the forms and formats for your proposal that will meet the proposal submission requirements stated in this Request for Funding Opportunity. **Reclamation highly recommends the applicant's proposal follow the order of the requested elements. This will ensure the review team's ability to find and fairly evaluate each applicant's response to each element.**

IV.K.1.1. Cover Page -- SF-424 Application for Financial Assistance form

IV.K.1.2. SF-424B, Assurances – Non-construction Programs, or SF-424D, Assurances – Construction Programs form

IV.K.1.3. Title Page

IV.K.1.4. Table of Contents

IV.K.1.5. Executive Summary

IV.K.1.6. Technical Proposal

IV.K.1.7. Project Benefits Worksheet

IV.K.1.8. Funding Plan

IV.K.1.9. Project Benefits Tables

IV.K.1.10. Budget Proposal and Budget Narrative with Supporting Documentation

IV.K.1.11. Budget Form – SF-424A, Budget Information – Non-construction Programs, or SF 424C, Budget Information - Construction Programs

IV.K.1.1

COVER PAGE (See Section IV.C.2.1)

Include an SF-424A, Non-construction Programs, or SF 424C, Construction Programs form. Form is available at <http://www.usbr.gov/mp/watershare/> or may be downloaded from the Funding Opportunity in Grants.gov under Full Announcement.

IV.K.1.2

ASSURANCES FORM (See Section IV.C.2.2)

Include an SF 424B, Assurances – Non-construction Programs, or SF 424D, Assurances – Construction Programs form. Forms are available at <http://www.usbr.gov/mp/watershare/> or may be downloaded from the Funding Opportunity in Grants.gov under Full Announcement.

IV.K.1.3

TITLE PAGE (See Section IV.C.2.3)

**BAY-DELTA RESTORATION PROGRAM:
WATER USE EFFICIENCY GRANTS**

**PROJECT NAME
PROJECT LOCATION**

**Applicant Name
Applicant Address
Date**

IV.K.1.4

TABLE OF CONTENTS (See Section IV.C.2.4)

TABLE OF CONTENTS

Cover Page
Assurances Form
Title Page
Table of Contents
Executive Summary
Technical Proposal
Project Benefit Worksheet
Funding Plan
Project Benefits Tables
Budget Proposal and Budget Narrative with Supporting Documentation
Budget Form

IV.K.1.5

Part I -- EXECUTIVE SUMMARY (See Section IV.C.2.5)																											
A. General Project Information																											
A.1	Date: Applicant Name: City, County, State:																										
A.2	Project Name:																										
A.3	<p>2014 Funding Request Summary <i>[Use * to denote an in-kind contribution]</i> For FY 2014, if the applicant has already committed to accomplish the project as part of another agreement, then the project will not be eligible for funding under this FOA.</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="padding: 5px;">FUNDING SOURCE</th> <th style="padding: 5px;">FUNDING AMOUNT</th> </tr> </thead> <tbody> <tr><td style="padding: 5px;">Non-Federal Entities:</td><td style="padding: 5px;"></td></tr> <tr><td style="padding: 5px;"></td><td style="padding: 5px;"></td></tr> <tr><td style="padding: 5px;"></td><td style="padding: 5px;"></td></tr> <tr><td style="padding: 5px;"></td><td style="padding: 5px;"></td></tr> <tr><td style="padding: 5px;"></td><td style="padding: 5px;"></td></tr> <tr><td style="padding: 5px;"></td><td style="padding: 5px;"></td></tr> <tr><td style="padding: 5px;"></td><td style="padding: 5px;"></td></tr> <tr><td style="padding: 5px;">Non-Federal Subtotal:</td><td style="padding: 5px;"></td></tr> <tr><td style="padding: 5px;"></td><td style="padding: 5px;"></td></tr> <tr><td style="padding: 5px;">Reclamation Funding:</td><td style="padding: 5px;"></td></tr> <tr><td style="padding: 5px;">(not to exceed \$300,000)</td><td style="padding: 5px;"></td></tr> <tr><td style="padding: 5px;">TOTAL PROJECT FUNDING:</td><td style="padding: 5px;"></td></tr> </tbody> </table>	FUNDING SOURCE	FUNDING AMOUNT	Non-Federal Entities:														Non-Federal Subtotal:				Reclamation Funding:		(not to exceed \$300,000)		TOTAL PROJECT FUNDING:	
FUNDING SOURCE	FUNDING AMOUNT																										
Non-Federal Entities:																											
Non-Federal Subtotal:																											
Reclamation Funding:																											
(not to exceed \$300,000)																											
TOTAL PROJECT FUNDING:																											
A.4	One paragraph project summary.																										
A.5	This project is consistent with Bay-Delta Restoration Fund Program Goal #_____. Identify how this project contributes to accomplishment of this goal. (See Section I.A.2, page 5)																										
A.6	Summarize reports and studies prepared for the proposed water use efficiency project or explain what has been done to determine the project's feasibility.																										
A.7	Contact for Further Information: Name: Title: Telephone: E-mail:																										

IV.K.1.6

Part II -- TECHNICAL PROPOSAL (See Section IV.C.2.6)	
A	Background Data Include the following information about the applicant. (See Section IV.C.2.6.1)
A.1	Location (state, county, and direction from nearest town). Please provide a map detailing project location.
A.2	Applicant's 5-year average annual water supply (in acre feet) by supplier. What portion of each supply is obtained from the California Bay-Delta?
A.3	Describe water use (i.e. municipal, irrigation, etc.).
A.4	If water is primarily used for irrigation, describe major crops, total acres served, major irrigation methods.
A.5	Describe the applicant's water supply facilities, including miles of canals, miles of laterals, existing irrigation improvements (type, miles, acres), canal and lateral seepage losses and on-farm efficiency, etc.
A.6	Describe the applicant's relationship to the California-Bay Delta. Discuss the applicant's ability to manage or influence the District's runoff to the Bay-Delta, or diversions or exports from the Bay-Delta. Discuss how benefits from this project will directly enhance the Bay-Delta, ex. if conserved water results in a decrease in delta diversions.
A.7	Describe any other relevant background information.
B	Consistency with State or Local Water Plan (See Section IV.C.2.6.2)
B.1	State whether the proposed project is consistent with the state or local water plan. Yes ____ No ____ If yes, identify the applicable plan. If no, state why the project should be considered.
B.2	Agricultural districts: Does applicant have a water management plan endorsed by AWMC or approved USBR? Please provide year of last plan and annual update. Urban districts: Does applicant have a water management plan approved by CUWCC or USBR? Please provide year of last plan and annual update.
B.3	Does this project contribute to a best management practice (BMP) identified in your water management plan?
C	Project Description (See Section IV.C.2.6.3)
C.1	Describe in detail the work and approach to be used to carry out the proposed project. This description shall be in sufficient detail to permit a comprehensive evaluation of the proposal.

C.2	Provide an estimated project schedule demonstrating the stages and duration of the proposed work, including major milestones and dates.
C.3	Discuss any deviations from the proposed October 1, 2014, start date and 24-month project duration. Please keep in mind that projects involving ground disturbance for construction will require NEPA compliance that may take up to 6 months, depending on project type, location, and affected environmental and cultural resources.
C.4	Briefly describe any engineering plans, designs and analyses prepared in connection with the proposed work and include it in the Appendix of the proposal.
D	Demonstrated Results (See Section IV.C.2.6.4)
D.1	Explain how this project will benefit the California-Bay Delta and achieve specific Bay-Delta Restoration Fund objectives for ecosystem restoration, water supply reliability, and water quality that apply to the project area.
D.2	<p>Describe the degree to which the proposal increases conservation and/or efficiency overall, and the degree to which it increases conservation or efficiency with regard to any individual facilities (e.g., headgate or canal) improved and the life expectancy of the project. In your response, please include the following information:</p> <p>(a) For proposals that conserve water, the amount of water conserved in acre-feet per year and address the fate of the conserved water (i.e., remain in stream, used for other purposes, etc).</p> <p>(b) For projects involving improvements to individual facilities (e.g., a head gate, canal or ditch), state the average annual water supply that is ran through the effected facility and the estimated water savings or quantities that will be better managed or managed differently, in acre-feet, as a result of facility improvement.</p> <p>(c) For proposals that improve water management through measurement, automation, or irrigation management, etc., state the amount of water expected to be better managed, in acre-feet per year.</p>
D.3	<p>Provide the following information regarding project benefits:</p> <p>(a) Identify all direct project benefits to the California Bay-Delta (i.e, amount of water conserved, water quality, improvement of instream flows, etc); indicate the number of years such benefits will continue (e.g, the life of any physical improvements, and/or the term of any contractual arrangements); and, whether such benefits will occur year-round, or only during certain months of the year (if so, state which months of the year).</p> <p>(b) Identify any indirect benefits such as increased carryover storage, increased irrigation season during drought, improved reliability of water supply. (If the time period that such benefits will continue is different from the time period indicated above in response to (a), please explain).</p> <p>(c) Discuss other benefits from the proposed project which are not included above. Any expected benefits that cannot be quantified should be described in a detailed narrative.</p> <p>(d) Provide documentation and support for how estimates of direct project benefits and any indirect project benefits were made (calculations, measurements and references).</p>
E	Performance Measures and Project Monitoring (See Section IV.C.2.6.5)

E.1	<p>Provide a detailed plan on how performance measures and project monitoring will be used to demonstrate, verify and report project performance and results. Post-project data verification needs to be included. Visit http://www.usbr.gov/mp/watershare/grants/PerformanceMeasures%20FINAL%203-2.pdf for suggested performance measures.</p> <p>1. Grant recipients must include a project water savings analysis with the final report</p>
F	Need for Project and Community Involvement (See Section IV.C.2.6.6)
F.1	<p>Explain the need for the proposed project. Include:</p> <p>(a) The urgency of the project;</p> <p>(b) The negative consequences or potential impacts if not implemented;</p> <p>(c) Other information relevant to the need of the proposed project.</p>
F.2	Describe any public outreach that the District has provided to the groups or individuals that may be affected by the project. Include how other local agencies might be involved in the project, third party impacts and any opposition to the proposed project.
G	Environmental and Regulatory Compliance Please answer the following questions to the best of your knowledge. If any question is not applicable to your project, please explain why. If you have any questions, please contact your local Reclamation office. (See Section IV.C.2.6.7)
G.1	<p>Will the proposed work impact the surrounding environment (i.e. soil (dust), air, water (quality and quantity), animal habitat, etc.)?</p> <p>If so, please explain the impacts and any steps that could be taken to minimize the impacts.</p>
G.2	<p>Are there wetlands in the project area?</p> <p>If so, please estimate how many acres of wetlands there are, and any impact the proposed work will have on the wetlands.</p>
G.3	When was the irrigation water distribution system constructed?
G.4	If the project will affect individual features of the irrigation system (e.g., headgates, canals or flumes), state when those features were constructed and describe any extensive alterations or modifications to those features, including when such alterations or modifications took place. If practicable, please include photographs of the features.
G.5	<p>Are any buildings, structures, or features in your irrigation district listed or eligible for listing on the National Register of Historic Places?</p> <p>Your local Reclamation office can assist you in answering this question or you can find information at www.nps.gov/nr/.</p>
G.6	Are there any known archeological sites in the proposed project area?
G.7	State whether any permits or approvals are required, and explain the applicant's plan for obtaining such permits or approvals.
G.8	<p>State whether a line item for environmental compliance costs has been included in the budget.</p> <p>Yes ____ No ____</p> <p>If no, please explain why.</p>

Project Benefits Worksheet

Please provide the appropriate water management benefits for agricultural or urban measures that you anticipate addressing in your proposal. Where available, please provide an estimate of the benefit in units (i.e. Acre Feet, \$, %). This form is also available at: <http://www.usbr.gov/mp/watershare/grants/index.html>

Portion of applicant's water originating from the Bay-Delta watershed:

_____ %

Reduce Leaks and Seepage	_____ Acre Feet/Year
Reduces System Spills	_____ Acre Feet/Year
Makes More Water Available for Crop Use	_____ Acre Feet/Year
Reduces Diversions	_____ Acre Feet/Year
Reduces Operation Costs	_____ \$/Year
Reduces Energy Cost	_____ \$/Year
Reduces Waste Treatment Cost	_____ \$/Year
Improves Crop Yield	_____ Percent/Year
Reduces On-Farm Costs	_____ \$/Year
Reduces Per Capita Use	_____ Gals/Capita/Day
Provides Technical Training	_____ # of People
Provides Water Conservation Education	_____ # of People
Improves Water Supply Reliability	_____ Frequency (Yrs)*
Reduces Drainage Induced Erosion	_____ Tons/year
Improves Water Quality	_____ % Reduction of _____
Enhances Aquatic/Riparian Habitat	_____ Acres
Endangered Species	_____ Yes/No

IV.K.1.8

Part IV -- FUNDING PLAN (See Section IV.E)	
A	Describe how the Applicant will make its contribution to the cost share requirement, including a description of monetary and in-kind contributions, and identification of the source funds contributed by the applicant (e.g., reserve account, tax revenue and/or assessments).
B	If project funding is being provided by funding partners, not including the applicant or Reclamation, please provide the following information: (a) Identify the funding partners and state the amount of funding to be provided by each. (b) Provide letters of commitment from all cost-sharing partners included with the proposal? Yes ____ No ____
C	Describe any other Federal funding requested or received for the proposed work. Note: Federal funding will not be counted towards the applicant's 50% cost share requirement. For FY 2014, if the applicant has already committed to accomplish the project as part of another agreement, then the project will not be eligible for funding under this FOA.
D	Discuss what lesser amount would be acceptable if Reclamation is unable to provide your total funding request. Discuss any decrease in project size or other problems due to decreased Federal funding.
E	Does the budget identify direct, indirect, and contingency costs? Yes ____ No ____. If not, explain why.

IV.K.1.9

PROJECT BENEFITS TABLES (See Section IV.F.1)

The Budget Worksheet consists of 5 tables that are downloadable from <http://www.usbr.gov/mp/watershare/grants/index.html>. **Exclusion of these tables will result in Reclamation rejecting the proposal.**

IV.K.1.10

BUDGET PROPOSAL TABLE AND NARRATIVE (See Section IV.F.2)

Applicants shall include a Budget Narrative with the application. The Budget Narrative provides a discussion of or explanation for items included in the Budget Proposal. See Section IV.F.2.1-Section IV.F.2.9 to reference the information that needs to be included in the Narrative.

Exclusion of a budget proposal table or a budget narrative with supporting documentation will result in Reclamation rejecting the proposal.

IV.K.1.11

BUDGET FORM (See Section IV.G)

Include either an SF 424A, Budget Information – Nonconstruction Programs, or an SF 424C, Budget Information - Construction Programs form. Forms are available at <http://www.usbr.gov/mp/watershare/grants/index.html> or www.grants.gov.

SECTION V -- APPLICATION REVIEW INFORMATION

V.A. EVALUATION CRITERIA –

Proposals will be evaluated by a technical panel in accordance with the criteria listed below. The relative importance placed on the evaluation criteria is shown in descending order of category importance. Total points available are 100.

1. A. Conservation Benefits (by category, 10, 15 or 20 points maximum)

Points awarded based on a calculated lifetime project water savings as related to the percentage of the applicant's water supply received from the Delta. Benefits will be determined by multiplying the project's total lifetime conserved water benefit by the percent of Bay-Delta water supply received by the applicant. Using the table below, allocate points up to the category max based on benefit category. For implementation projects that ONLY result in water better managed, attribute only 10% of benefits to conservation (i.e., multiply benefit by 0.1 in calculation).

(Lifetime project water savings)(% of savings attributed to the Bay-Delta)=Max Pts

Example:

A subcontractor of a primary contractor (Contractor) has submitted a project proposal.

The project is estimated to save 1,670 AF of water over the life of the project.

The subcontractor gets 65% of their water from the Contractor (the rest is groundwater and recycled).

The Contractor receives 60% of their water from the Delta.

1670 X .65 (65% of subcontractor's water is from Contractor) = 1085 AF

1085 X .60 (60% of Contractor's water is from the Delta) = 651 AF of water is their Delta Water Savings

TOTAL LIFETIME SAVINGS OF DELTA WATER POINT SYSTEM				
0 – 500 AF	501-1,000 AF	1,001 – 2,500 AF	2,501 – 4,999 AF	5,000 + AF
0 - 2 points	3 - 6 points	7 - 10 points	11 - 15 points	16 - 20 points

1. B. Water Benefits in Relation to Delta Supply (15 points maximum)

Using the annual quantity of Delta water conservation benefits, assign points using the table below for percentage of Delta water supply that will be conserved by the project. For implementation projects that better manage water, attribute only 10% of benefits to conservation (i.e., multiply benefit by 0.1 in calculation)

Example:

Based upon the same application as above

The project is estimated to save 85 AF/year. 85 X .65 = 54 AF of water from Contractor

54 X .60 = 32 AF of water is attributed to Delta water

32 AF divided by 180,000 AF (total annual supply for the subcontractor) = 0.01%

Percent of Average Annual Bay Delta Supply Conserved	Points
Above 30%	15 points
25% up to 30%	11 points
20% up to 25%	9 points
15% up to - 20%	7 points
10% up to 15%	5 points
5% up to 10%	3 points
1% up to 5%	2 points
0.5% up to 1%	1 point
0% up to 0.5%	0 points

1. C. Environmental Benefits (15 points maximum).

Using qualitative project information for environmental benefits to the Bay-Delta, assign points based on the bulleted criteria. Consider if the proposal meets one or all of the below benefits. If the proposal meets more than one or two environmental benefits listed below it should score higher. Also consider how much water will be contributed to the environment based on the results of this proposal:

- The proposal contributes toward one or more of the CALFED objectives: improving flows in the Bay-Delta, reducing irrecoverable water losses, attaining water quality benefits or attaining ecosystem benefits.
- Project describes measurable benefits that are quantified or qualitative targets.
- Proposal identifies the direct benefits of the proposed work, including estimated acre-feet of water conserved or better managed, and any indirect benefits. The proposal provides support for how estimates of the benefits were made (calculations, measurements and references).
- Project identifies the estimated period of time during which direct and indirect benefits will be derived (i.e., life of the project in number of years and whether benefits would occur year-round).
- Project has long-term direct Bay-Delta benefits.
- Project has State-wide (not local) benefits.
- Proposal includes a Projects Benefit Sheet.
- Implementation projects will receive preference over demonstration or pilot projects.

2. Project has Technical/Scientific Merit and Feasibility (10 points).

- This proposal addresses whether the approach is technically sound, if the methods are appropriate for achieving the stated project targets, goals and objectives, and if the anticipated results can be achieved in the time frame specified.

3. Budget and Project Costs (up to 10 points).

- Project has a reasonable cost/benefit or benefit/cost ratio (see #5 below for definition)
- Budget is realistic for the work proposed and is sufficiently outlined.

4. Performance Measures and Project Monitoring (10 points maximum).

- The proposal has reasonable performance measures and project monitoring plan that describe how the actual benefits will be verified and documented once the project is completed.

5. Budget Locally Cost Effective (10 points maximum).

If the proposal is locally cost effective then the agency should be implementing the project without any funding assistance. We are grading higher if they are not locally cost effective.

- Up to 10 points for budget that is **NOT** locally cost effective.
- If it is locally cost effective, then only up to 5 points can be given.

Look at the Project Benefit Tables that are a mandatory requirement of all proposals. Determine if the number is expressed as a cost/benefit ratio or benefit/cost ratio. To determine if a project is not locally cost effective, the cost/benefit rate should be greater than one and the further it is away from one the least cost effective the project. If the ratio is expressed by the benefit/cost then the smallest the number or closer it is to zero, the project is least cost effective. Additional insight can be found in the supplemental questions regarding the impact of no or reduced funding on the project.

6. Applicants, Cooperators and Partners are capable of accomplishing the project (up to 5 points).

Areas of consideration may include the following:

- The project is a collaboration among multiple entities.
- The professional and technical qualifications of the applicants are commensurate with the proposed project.
- Are Letters of Support included if they are required for this proposal?
- The applicant has existing or describes how it will develop new partnerships necessary for the project's short and long term success and sustainability.
- The applicant has demonstrated good standing with past project performance.

7. Water Management Plans are current (5 points maximum).

If the applicants are required to do a plan (please see below for which plan qualifies) and they are compliant they may receive a total of 5 pts. If the applicant is exempt they may only receive up to 3 points. Areas of consideration should include the following:

- Applicants (and co- or sub-applicants) maintain current water management plans or regional water management plans and updates with Reclamation, California Department of Water Resources, California Urban Water Conservation Council or Agricultural Water Management Council, as appropriate. Water management plans must include BMP or EWMP goals, targets, and accomplishments.
- The proposal complies with the BMP's or EWMP's as prescribed by the State and Federal guidelines. BMP's can be found at www.usbr.gov/mp/watershare/ and www.cuwcc.org/mou/exhibit-1-bmp-definitions-schedules-requirements.aspx and EWMP's can be found at www.agwatercouncil.org/images/stories/pdfs/ewmps.pdf.

V.B. REVIEW AND SELECTION PROCESS

The Government reserves the right to reject any and all applications which do not meet the requirements of this FOA or which are outside the scope of CALFED Grants. Awards will be made for projects most advantageous to the Government. Award selection may be made to maintain balance among the program objectives. The evaluation process will be comprised of three steps described in the following subsections.

V.A.1. First-Level Screening

All applications will be screened to ensure that:

- The application meets the requirements of the FOA package, including submission of the budget proposal, budget narrative, budget supporting documentation, project benefit tables, project benefit worksheet, a funding plan, letter(s) of commitment, and related forms.
- The application contains a properly executed SF-424 (A or C) Application for Financial Assistance and a form SF-424B, Assurances- Non-Construction Programs, or SF-424D, Assurances- Construction Programs.
- The application includes an official resolution, adopted by the applicant's board of directors, governing body, or appropriate authorized official.
- At least 50 percent of the cost of the project will be paid for with non-Federal funding. Cost share funding from sources outside the applicant's organization, e.g., loans or state grants, should be secured and available to the applicant prior to award. Reclamation may approve an award prior to an applicant securing non-Federal cost-share funds if Reclamation determines that there is sufficient evidence and likelihood that the non-Federal funds will be available to the applicant by the start of the project.
- The applicant meets the eligibility requirements stated in this document.
- The application meets the description of eligible projects in Section I.B.1., "Eligible Projects" and is within the scope of CALFED Grants.

- The project can be completed by September 30, 2016 or sufficient project description and milestones to justify a longer period of performance.

Reclamation reserves the right to remove an application from funding consideration if it does not pass all First-Level Screening criteria listed above.

V.A.2. Second-Level Evaluation (Technical Review)

Evaluation criteria will comprise 100 points of the total evaluation weight as stated in Section IV.D.4. Applications will be scored against the evaluation criteria by an Application Review Committee (ARC), made up of experts in relevant disciplines selected from across Reclamation. During Second-Level Evaluation, Reclamation may contact applicants to request clarifications to the information provided if necessary.

V.A.3. Third-Level Evaluation (Managerial Review)

Management will prioritize projects to ensure the total amount of all awards does not exceed available funding levels and to ensure that the projects meet the scope and priorities of the CALFED program. Management may also prioritize projects to ensure that multiple Objective Areas are represented among the projects selected for funding. Positive or negative past performance by the applicant and any partners in previous working relationships with Reclamation may be considered, including whether the applicant is making significant progress toward the completion of outstanding financial assistance agreements and whether the applicant is in compliance with previously funded projects.

SECTION VI -- AWARD ADMINISTRATION INFORMATION

VI.A. AWARD NOTICES

Successful applicants will receive a notice of award of a Grant or Cooperative Agreement document by mail, signed by a Grants Officer, notifying the applicant of project award and project starting date.

VI.B. AWARD DOCUMENT

If your organization is awarded an agreement as a result of this FOA, the applicable portions of Sections II, III, and VIII of this document will be included in the resulting agreement.

VI.C. REPORTING REQUIREMENTS AND DISTRIBUTION

If your organization is awarded an agreement as a result of this FOA, you will be required to submit the following types of reports during the term of the agreement.

VI.C.1. Financial Reports

- SF-425, Federal Financial Report, on a semi-annual basis

VI.C.2. Program Performance Reports

- Semi Annual Reports
- Annual Reports
- Project Monitoring/Performance Measures Reports
- Grant recipients must include a project water savings analysis with the final report
- Final Report

SECTION VII -- AGENCY CONTACTS

Organizations or individuals interested in submitting proposals in response to this announcement may direct questions to Reclamation via email. Questions may be submitted to the attention of the following Grants Management Specialist:

Bureau of Reclamation
Mid-Pacific Region
Attn: Leanne Henderson
lhenderson@usbr.gov

SECTION VIII -- OTHER INFORMATION

VIII.A. STANDARD TERMS & CONDITIONS

If you are awarded a Grant or Cooperative Agreement as a result of this FOA, General and Special Provisions will be included in the agreement at time of award. The provisions are available within agreement templates at <http://www.usbr.gov/mso/aamd/doing-business-financial-assistance.html>, under Agreement Template – Local, State, and Tribal Governments (RF-120).

VIII.B. FREEDOM OF INFORMATION ACT (FOIA)

All applications may be subject to the Freedom of Information Act (FOIA). The FOIA (5 U.S.C.A. §552) generally provides that any person has a right, enforceable in court, to obtain access to federal agency records, except to the extent that such records (or portions of them) are protected from public disclosure by one of nine exemptions or by one of three special law enforcement record exclusions. Proprietary information should be marked “Confidential” to assist in alerting the federal agency to information that may be protected from disclosure.

VIII.C. Environmental Compliance Requirements

Under no circumstances may an applicant begin any ground-disturbing activities (including grading, clearing, and other preliminary activities) on a project before environmental and cultural resources compliance is complete and Reclamation explicitly authorizes work to proceed. This pertains to all components of the proposed project, including those that are part of the applicant's non-Federal cost share. Reclamation will provide a successful applicant with information once such compliance is complete. An applicant that proceeds before environmental and cultural resources compliance is complete may risk forfeiting Reclamation funding under this FOA.

Before approving expenditures for the implementation of a BDRAWUE Grant project, Reclamation is required to comply with applicable environmental laws. Such compliance requires the participation and cooperation of both Reclamation and BDRAWUE Grant recipients. This information is intended to inform applicants about the environmental compliance process associated with BDRAWUE Grant projects and to summarize the requirements of certain Federal environmental laws.

Reclamation addresses environmental compliance issues for BDRAWUE Grant applications as 1) an initial review and 2) a more detailed view of projects initially recommended for award. First, as part of the initial recommendation process, Reclamation evaluates the appropriateness of the amount budgeted for environmental compliance. Reclamation also examines the proposal to determine whether any significant environmental issues are involved in the project. Second, once a proposal has been initially recommended for funding, Reclamation undertakes a more detailed examination of environmental issues associated with the proposed project to comply with applicable law.

Review within the Application Evaluation Process

In the evaluation and selection process, Reclamation performs an initial review of the BDRAWUE Grant applications for potential environmental issues. At this stage, Reclamation's review is focused on whether:

- The applicant has budgeted appropriately for environmental compliance
- Any significant environmental issues (i.e., issues that would make the project infeasible) are apparent

Applicants for BDRAWUE Grant funding must include a line item in their budget estimating the cost of environmental compliance for their project. The amount budgeted should be based on the actual expected environmental compliance costs, but should be equal to *approximately* 2 percent of the total project costs. If

less than 2 percent is budgeted, you must provide justification. Applications will be scored based on whether the amount budgeted appears reasonable.

Environmental compliance costs that are included in the budget proposal are considered project costs and may be cost shared by the recipient and Reclamation. If too much is budgeted for environmental compliance, any remaining funding may generally be reallocated to cover other project costs.

Environmental compliance costs have varied greatly for past projects. A minimal number of projects have incurred environmental compliance costs in excess of the 2 percent budgeted amount. In each of those cases, the overage has been the result of issues involving historic properties, the presence of endangered species, or other compliance concerns requiring a more lengthy assessment of specific issues.

In addition to budgeting for environmental costs, the FOA requests that applicants for BDRAWUE Grant project funding answer a series of questions about the potential environmental impacts of their proposed project. In general, applications will not be scored lower in this first step of the environmental review based on the significance of the environmental issues involved. Rather, the information about environmental impacts is used by Reclamation primarily to determine if you have budgeted appropriately. However, in some extreme cases, a proposal may be eliminated from further consideration at this stage if the magnitude of the environmental issues would make the project infeasible.

Review of Projects Recommended for Funding

If a proposal is initially recommended for funding, a detailed analysis will be performed to determine the actual environmental impacts of the project, to agree on any mitigation measures needed, and to document environmental compliance. The recipient will then work with Reclamation to provide the information necessary for Reclamation to complete the environmental compliance work.

All awards will be made contingent on completion of environmental compliance, and the assistance agreement will describe how compliance will be carried out and how it will be paid for. BDRAWUE Grant funding may not be applied to construction or implementation of the project unless and until this second level of environmental analysis is completed to comply with all applicable environmental laws.

Overview of Relevant Environmental Laws

Following is a brief overview of NEPA, NHPA, and ESA. While these statutes are not the only environmental laws that may apply to BDRAWUE Grant projects, they are the Federal laws that most frequently do apply. Compliance with all applicable environmental laws will be initiated by Reclamation concurrently, immediately following the initial recommendation of a BDRAWUE Grant award. The descriptions below are intended to provide you with information about the environmental compliance issues that may apply to your projects and to help you budget appropriately for the associated compliance costs.

National Environmental Policy Act

NEPA requires Federal agencies such as Reclamation to evaluate—during the decision-making process—the potential environmental effects of a proposed action and any reasonable mitigation measures. Before Reclamation can make a decision to fund a BDRAWUE Grant project, Reclamation must comply with NEPA. Compliance with NEPA can be accomplished in several ways, depending upon the degree and significance of environmental impacts associated with the proposal.

- Some projects may fit within a recognized Categorical Exclusion (CE) to NEPA (i.e., one of the established categories of activities that generally do not have significant impacts on the environment). If a project fits within a CE, no further NEPA compliance measures are necessary. Use of a CE can involve simple identification of an applicable Departmental CE or documentation of a Reclamation CE using a Categorical Exclusion Checklist (CEC). If a CE is being considered, Reclamation will have to determine the applicability of the CE and whether extraordinary circumstances (i.e., reasons that the CE cannot be applied) exist. That process takes anywhere from 1 day to about 30 days, depending upon the specific situation.

- If the project does not fit within a CE, compliance with NEPA might require preparation of an Environmental Assessment/Finding of No Significant Impact (EA/FONSI). Generally, where no CE applies but there are not believed to be any significant impacts associated with the proposed action, an EA will be required. The EA is used to determine whether any potentially significant effects exist (which would trigger the further step of an Environmental Impact Statement, below). If no potentially significant effects are identified, the EA process ends with the preparation of a FONSI. The EA/FONSI process is more detailed than the CE/CEC process and can take weeks or even months to complete. Consultation with other agencies and public notification are part of the EA process.
- The most detailed form of NEPA compliance, where a proposed project has potentially significant environmental effects, is completion of an Environmental Impact Statement (EIS) and Record of Decision (ROD). An EIS requires months or years to complete, and the process includes considerable public involvement, including mandatory public reviews of draft documents. It is not anticipated that projects proposed under this program will require completion of an EIS.

During the NEPA process, potential impacts of a project are evaluated in context and in terms of intensity (e.g., will the proposed action affect the only native prairie in the county? Will the proposed action reduce water supplied to a wetland by 1 percent? or 95 percent?) The best source of information concerning the potentially significant issues in a project area is the local Reclamation staff, who has experience in evaluating effects in context and by intensity.

Reclamation has the sole discretion to determine what level of environmental NEPA compliance is required. If another Federal agency is involved, Reclamation will coordinate to determine the appropriate level of compliance. You are encouraged to contact your regional or area Reclamation office (See <http://www.usbr.gov/main/regions.html>) with questions regarding NEPA compliance issues.

National Historic Preservation Act

To comply with Section 106 of the NHPA, Reclamation must consider the effects of the proposed project on “historic properties” before it can award a BDRAWUE Grant. “Historic properties” are defined as cultural resources (historic or prehistoric districts, sites, buildings, structures, or objects) that are eligible for inclusion in the National Register of Historic Places (National Register). Historic properties can include water delivery infrastructure that is over 50 years old. Determinations of National Register eligibility must be made through an evaluation process by a qualified professional and must meet the Secretary of the Interior’s qualification standards.

Among the types of historic properties that might be affected by BDRAWUE Grant projects are historic irrigation systems and archaeological sites. An irrigation system or a component of an irrigation system (e.g., a canal or head gate) is more likely to qualify as a “historic property” if it is more than 50 years old, if it is an early or historically significant system/component for the surrounding area, and if the system/component has not been significantly altered or modernized.

If a proposal is selected for initial award, BDRAWUE Grant recipients will work with Reclamation to complete Section 106 compliance. In general, BDRAWUE Grant projects that involve ground disturbance, or the alteration of existing structures, are likely to have the *potential to affect historic properties* and will require review through what is known as the Section 106 process. The Section 106 process can be accomplished in various ways—depending on how complex the issues are. The level of effort required, and the associated costs, depend on a case-by-case review of the circumstances presented by each proposal.

Applicants will need to contract with a private cultural resources management (CRM) professional (<http://www.chrisinfo.org/>) or make arrangements through Reclamation’s grant administrator for Reclamation’s Cultural Resources personnel to determine what, if any, previous cultural resources surveys have been conducted in the project area. If an applicant has previously received Federal financial assistance, it is possible that a cultural resources survey has already been completed. If a survey has not been completed, or if it has been several years since the area was surveyed, an archaeological and historical resources survey of the project area by a CRM professional or Reclamation’s Cultural Resources personnel may be required.

Endangered Species Act

Pursuant to Section 7 of the ESA, each Federal agency is required to consult with the U.S. Fish and Wildlife Service (USFWS) or the National Oceanic and Atmospheric Administration (NOAA) Fisheries Service to ensure any action it authorizes, funds, or carries out is not likely to *jeopardize the continued existence of any endangered or threatened species* or *destroy or adversely modify any designated critical habitat*.

Before Reclamation can approve funding for the implementation of BDRAWUE Grant project, it is required to comply with Section 7 of the ESA. The steps necessary for ESA compliance vary, depending on the presence of endangered or threatened species and the effects of the project. A rough overview of the possible course of ESA compliance is:

- If Reclamation can determine that there are no endangered or threatened species or designated critical habitat in the project area, the ESA review is complete and no further compliance measures are required. This process can take anywhere from one day to one month.
- If Reclamation determines that endangered or threatened species may be affected by the project, then a "Biological Assessment" must be prepared by Reclamation. The Biological Assessment is used to help determine whether a proposed action may affect a listed species or its designated critical habitat. The Biological Assessment may result in a determination that a proposed action *is not likely to adversely affect* any endangered or threatened species. If the USFWS/NOAA Fisheries Service concurs in writing, then no further consultation is required and ESA compliance is complete. Depending on the scope and complexity of the proposed action, preparation of a Biological Assessment can range from days to weeks or even months. The USFWS/NOAA Fisheries Service generally respond to requests for concurrence within 30 days.
- If it is determined that the project *is likely to adversely affect* listed species, further consultation ("formal consultation") with USFWS or NOAA Fisheries Service is required to comply with the ESA. The process includes the creation of a Biological Opinion by the USFWS/NOAA Fisheries Service, including a determination of whether the project would "jeopardize" listed species and, if so, whether any reasonable and prudent alternatives to the proposed project are necessary to avoid jeopardy. Nondiscretionary reasonable and prudent measures and terms and conditions to minimize the impact of incidental take may also be included. Under the timeframes established in the ESA regulations, the Biological Opinion is issued within 135 days from the date that formal consultation was initiated, unless an extension of time is agreed upon.
- Obviously, the time, cost, and extent of the work necessary to comply with the ESA depends upon whether endangered or threatened species are present in the project area and, if so, whether the project might have effects on those species significant enough to require formal consultation.

ESA compliance is often conducted parallel to the NEPA compliance process and, as in the case of categorical exclusion checklists, documented simultaneously. The best source of information concerning the compliance with the ESA in a particular project area is the local Reclamation environmental staff, who can be helpful in determining the presence of listed species and possible effects that would require consultation with the USFWS or NOAA Fisheries Service. You are encouraged to contact your regional or area Reclamation office (<http://www.usbr.gov/main/regions.html>) with questions regarding ESA compliance issues. Applicants may contact Gene Lee, Program Coordinator, at 916-978-5219 for further information.